



Town of Amherst Ways & Means Committee November 2, 2009 Meeting Minutes

Meeting came to order at 7:41pm with Chairman John Siemienowicz presiding.

Members present: Deirdre Rogusky, John Siemienowicz, John Maynard, Jack Kunkel, Charlene Carper, Steve Nelsen, Dee Fasoli, and Peter Eiche

1. Mailbag: John will provide copies of the transportation document; handouts included draft of warrant articles, and the budget for EMS and public safety.
2. Minutes
 - a. 10/19th Minutes: Deirdre reviewed Charlene's recommended changes to the recreation report, John reviewed his modifications. Charlene made a motion to accept the minutes as corrected. John Maynard seconded the motion which passed unanimously.
 - b. 10/26th Minutes: Charlene made a motion to accept the minutes as presented. Dee seconded the motion. The motion passed with 7 yes votes and 1 abstention.
3. Department Reports:
 - a. Charlene and John will be meeting with Charlie on Friday, 11/6 at 8:30am. The rest of the Town departments will be on Monday.
 - b. Library and Recreation are meeting on 11/3, Tuesday evening at 5:30pm.
 - c. Police meeting will be on 11/11 5 or 5:30pm.
 - d. Fire is coming up again in two weeks.
4. Old Business:
 - a. Questions from last meeting
 - i. DPW – see email inserted below.

Date: Mon, 2 Nov 2009 13:06:38 -0500
From: Bruce Berry
Reply-To: Bruce Berry
Subject: RE: Additional questions
To: dramnh@myfairpoint.net

Deirdre,

By way of explaining, I am probably making this more confusing.

For two years now I have tried to replace a pickup with a one ton dump truck. In 2007 it was a stand alone article for a one ton and in 2008 it was combined with a ten wheel dump truck. Both years the voters turned down the purchases. I now have the need and am asking to replace two existing one ton trucks. The lesser of the two (proposed F-350) is included in my lease (3 year) purchase line of the budget and will stay there until paid off.

The second truck (proposed F-550) is a warrant article and if successful would be replacing an existing one ton pickup with a one ton dump that includes plow, sander, etc. If prior practices are followed, this would show up in the lease purchase line the following year.

I suppose the merits of should they be left as presented, should they both be in a warrant article, or both in the budget is for someone else to decide. It's not one truck listed in two places, its two trucks, listed in different places. I desperately need these and I chose to split them up.

Since capital reserves became warrant articles, the DPW capital reserve has consistently been voted down. This year's truck requests are below the amount CIP makes recommendations on but all the vehicles they did report on were Lease Purchase recommendations. I believe (and hopefully I can convince others) all DPW vehicle/equipment purchases should be under a lease purchase line in the budget with the BOS as the administrators (no capital reserve, no warrant articles). That way there is a check and balance but equipment is replaced at the appropriate times.

Bruce W. Berry, Director
Amherst Department of Public Works
22 Dodge Road
Amherst, NH 03031
Phone 673-2317 ext 204
Fax 249-8857

From: dramnh@myfairpoint.net [mailto:dramnh@myfairpoint.net]
Sent: Monday, November 02, 2009 12:16 PM
To: Bruce Berry
Subject: RE: Additional questions

Hi Bruce,

Thank you for getting back to me. There is one other question for clarification. The new 1 ton - how is that showing in the 2011 budget lease line? Is it going to be a warrant in 2011 with subsequent payments in the budget beginning in 2012 or is it going straight into the budget without a warrant in 2011?

Deirdre

Quoting Bruce Berry :

Deirdre,

Let me know if this helps or totally confuses you and we need to meet again.

Bruce W. Berry, Director
Amherst Department of Public Works
22 Dodge Road
Amherst, NH 03031
Phone 673-2317 ext 204
Fax 249-8857

From: Deirdre [mailto:dramnh@myfairpoint.net]
Sent: Wednesday, October 28, 2009 9:29 PM
To: BBerry@amherstnh.gov
Subject: Additional questions

Hi Bruce,

Thanks again for your valuable time. Here are some additional questions that came out of our meeting.....

i. Questions asked:

1. Is the 1 Ton truck in the equipment lease line a payment on an existing truck? If so, how many payments are left? No, the ¾ ton is existing and that cost is split even with Rec. It will be paid off in July of 2012. We completed a lease/purchase on the Massey Ferguson tractor for \$18,319, the one ton listed, would be a new purchase and replace the 2000 Chevrolet. Based on a three year lease purchase the line shows a slight reduction. I have reattached the updated spreadsheet I made for Bob last year for your review.
2. What is the purpose of the new 1 ton being requested? In the budget or in the warrant article? The truck in the budget is an F-350 Ford to replace an old one ton pickup that will be retired. A pickup for a pickup. The Warrant article one ton is an F-550 and that would be a substantial upgrade of and replace a 1998 existing pickup. This new truck would include a dump body, plowing & sanding equipment, and a towing package etc.
3. Are the transfer station lights on the same line item as the compactor electricity? Yes, same source And has there been a significant increase based on the change in hours? There appears to be a reduction of approximately 400 vehicles on Saturday's. Until we see a significant drop off in late weekday usage, the hours will stay the same as a means of benefiting the working man (or woman) of Amherst. It has certainly reduced the long Saturday lines.
4. Scale – what are the alternatives? To the scale I presented or to having no scale at all? I answered as if you meant no scale. Three alternatives a) task the attendants with estimating the weight b) take it for free and build it into the budget, or c) close up shop and refuse to take it. The Scale Master also collects the money for other items we

receive for a fee, the scale goes away, and someone will still be tasked with the responsibility of collecting those fees, documenting and issuing receipts, and processing the revenue.

If the income does not offset the salary, is it cost effective to have one? Should we continue to have a scale? Between July 1st and September 30th we received 138.4 tons of C&D. At \$0.10 a pound that generated to the town \$27,680. We paid \$13,641.82 disposal and \$14,924 for wage and benefits for a total of \$28,566 or about -\$900 difference. a) is a nightmare and creates constant chaos, b) is a budgeting nightmare and c) some percentage of the tonnage will be found by the side of the road and employees will be tasked with that cleanup.

The scale was ordered by the town in December 1995 for
\$27,800

5. How many months was the hot box rented for? 3 @ \$2,500 per month

Thanks!

Deirdre

- ii. Follow up on electricity cost regarding changed hours.
- iii. Other alternatives may be by vehicle type which still leads to guessing based on load. Are there other types of scales? He's going to a more digital type of scale different from the one we currently have. Are there any statistics of the volume, tonnage, types of vehicles bringing the demo. What is the percentage of compliance of filling out the form for non-resident contractors working on residential projects? What do other towns do – do they all have scales (can we share), do all towns charge or take it for free? Is there any coordination with the SRLD?
 - 1. Demo is strictly towns.
 - 2. Jack will research other towns and the SRLD/Deirdre will go back to Bruce with the additional follow-up questions.
- b. Health for schools: expecting a 22% increase
- c. CIP status, John S. followed up. He was told that Addie is the chair and has not been available. John S asked Gary to provide us a report of the current status and the manual that drove the spreadsheet. John will be seeing Jay and will also ask him about the CIP. They agree that it needs to be implemented and maintained for impact fee assessment.
- d. Budget guidelines: John met with Gary and George. Priority flowchart – we are looking at priority and George seems to be looking at a percentage. We are open to review information presented to us from the Board of Selectmen.
 - i. Charlene would like the question asked about the Board of Selectmen budget guidelines. The discussion did not take place as Tom Grella wasn't present at the 10/5 meeting. The topic has not been revisited and she will be asking about that at the next Board of Selectmen meeting. The committee agreed that it would be appropriate for her to ask the question at the next meeting as a member of Ways & Means.

- e. John asked them about the capital reserve elimination – they will get back to him.
 - f. W&M Guidelines homework
 - i. What are our next steps? How do we come to consensus on our guidelines?
 - ii. We are comparing what the state is doing, what other towns are doing.
 - iii. Everyone should be prepared at the next meeting to finalize our guidelines.
 - g. Ranking – see Appendix A
5. New Business:
- a. Retirement
 - i. Steve asked about the NH Retirement System – are all town employees eligible for this plan? No, EMS, Police, and a few others.
 - ii. Deferred Compensation is the retirement line for the town. The town contributes 3.5% of their base salary and they can contribute up to \$21k annually.
 - b. Souhegan Valley Presentation
 - i. There are numbers available now.
 - ii. Why is the funding different from any other charity? Is it because it is a federally mandated program?
 - iii. Does vehicle registration money go to the roads? No, it goes to the town general fund. The traffic of non-residents increases the road degradation.
 - iv. The committee discussed the various funding options. No conclusive decision was made – more information would be needed.
 - c. John Maynard's analysis – see Appendix B
 - d. EMS presentation from this evening
 - i. What is the industry standard for the call cost? Are we in line with other towns? We tend to be on the higher side.
6. Next meeting next week 6:30pm
7. Adjourn
- a. John Maynard made a motion to adjourn at 9:50pm. Charlene seconded the motion which passed unanimously.

Respectfully Submitted,

Deirdre Rogusky

Appendix A

John Siemienowicz

From: david.h.chen@comcast.net
Sent: Wednesday, September 23, 2009 5:33 PM
To: David Chen; Steve Nelson; Charlene Carper; Peter Eiche; John Maynard; Jack Kunkel; DiJon Fasoli; John Siemienowicz; Deirdre Rogusky
Subject: Ways and Means Assignment

At the last meeting, we agreed to rank all of the following town departments from 1 to 8. I propose that we all use the same criteria and that we consider **how we believe the town's citizens would rank them in terms of spending priority**. 1 is the highest, or most important to the town citizens at this time.

- Town Administration
- EMS/Communications
- Fire
- Police
- DPW
- Library
- Recreation/PMEC
- CIC (town TV)

Please send me your ranking by Friday and I'll tabulate them for the next meeting.

email: david.h.chen@comcast.net
email2: dchen03031@yahoo.com

	John S	Deirdre	DuJon	Jack	John M	Pete	Charlene	Steve	Dave	
Town Administration	6	5	4	5		6	5		5	36
EMS/Communications	3	3	2	2		2	1		3	16
Fire	2	2	2	2		1	2		2	13
Police	4	1	2	2		3	4		4	20
DPW	1	4	5	4		4	3		1	22
Library	5	6	6	6		5	6		6	40
Recreation/PMEC	7	7	7	7		7	7		7	49
CIC	8	8	8	8		8	8		8	56

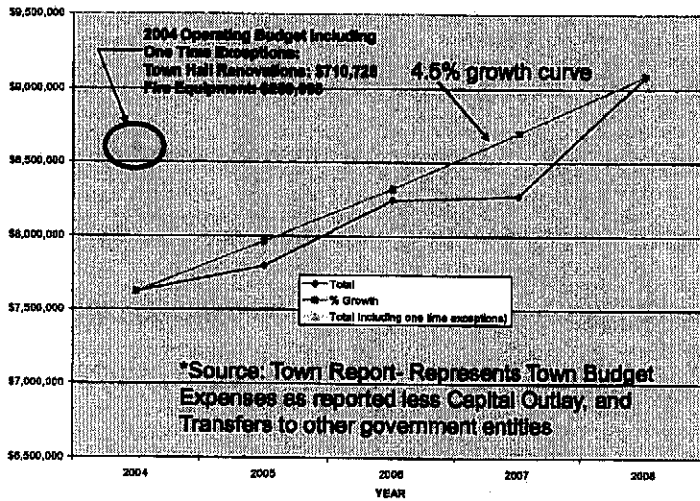
Historical Analysis Of Amherst Operating Budget

John Maynard
Amherst Town Ways and Means
October 30, 2009

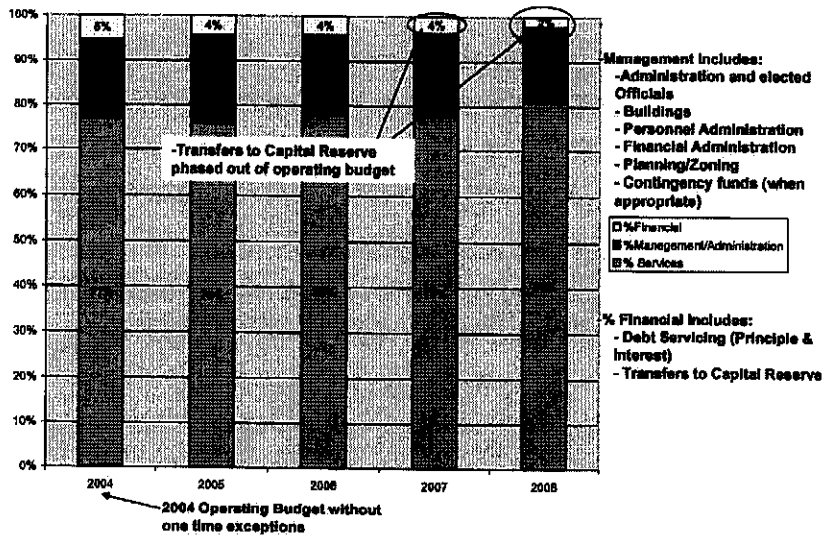
Notes for Operating Budget Analysis

- Town Annual Report Used as data source
 - Annual City/Town Financial Report 21-J Part 1B: Expenditures
 - Items 1-15 and 17 were included to reflect Operating Expenses
 - Excludes Capital Outlay
 - Excludes Payments to Other Governments
 - For 2004 Exceptional one-time expenses for Government Buildings (\$710,728) and Fire Equipment (\$280,093) were excluded where noted
- Administrative Costs include General Government Functions including:
 - Government Buildings and maintenance
 - Cemeteries
- Highways and Streets includes DPW Administration, Lighting, and Highway and Street Repair.
- Health includes Direct Welfare and payments to health agencies
- Financial Costs includes Debt Service Plus Transfers to Capital Reserve Funds out of the Operating Budget
 - Capital Reserve Funding eliminated from Operating Budget in 2008

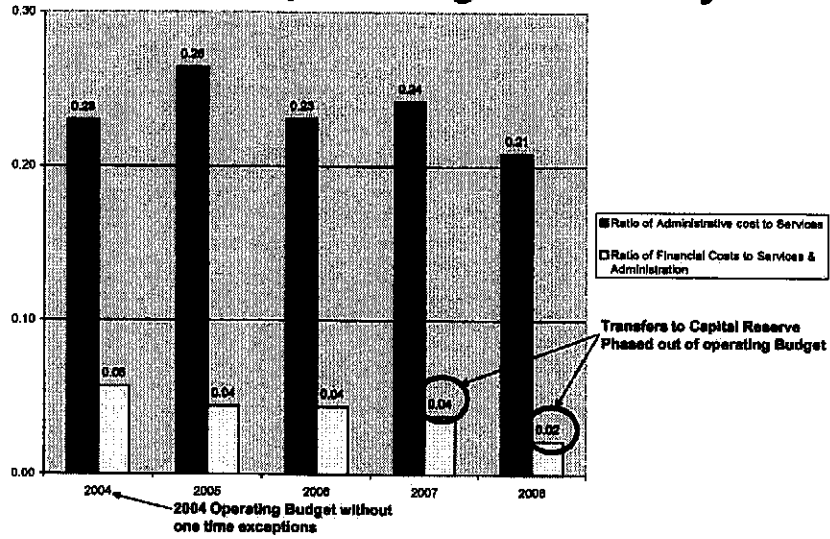
Overall Town Budget*



Budget Distribution



Town Operating Efficiency



Distribution of Spending for Services

